

AUDIT REPORT

CITY OF HARVEY
Harvey, North Dakota

For the Year Ended December 31, 2019

RATH & MEHRER, P.C.

CERTIFIED PUBLIC ACCOUNTANTS

CITY OF HARVEY
Harvey, North Dakota

TABLE OF CONTENTS
For the Year Ended December 31, 2019

	<u>Page (s)</u>
Officials	1
Independent Auditor's Report	2 - 3
BASIC FINANCIAL STATEMENTS	
Statement of Net Position – Modified Cash Basis	4
Statement of Activities – Modified Cash Basis	5
Balance Sheet – Modified Cash Basis – Governmental Funds	6
Reconciliation of Governmental Funds Balance Sheet to the Statement of Net Position – Modified Cash Basis	7
Statement of Revenues, Expenditures, and Changes in Fund Balances – Modified Cash Basis – Governmental Funds	8
Reconciliation of the Governmental Funds Statement of Revenues, Expenditures, and Changes in Fund Balances to the Statement of Activities – Modified Cash Basis	9
Statement of Net Position – Modified Cash Basis – Proprietary Funds	10
Statement of Revenues, Expenses and Changes in Fund Net Position – Modified Cash Basis – Proprietary Funds	11
Statement of Cash Flows – Modified Cash Basis – Proprietary Funds	12
Notes to the Financial Statements	13 - 31
SUPPLEMENTARY INFORMATION	
Budgetary Comparison Schedules – Modified Cash Basis General Fund	32
Notes to the Budgetary Comparison Schedules	33 - 34
Schedule of Employer's Share of Net Pension Liability ND Public Employees Retirement System	35
Schedule of Fund Activity Arising from Cash Transactions	36 - 37
Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards	38 - 39
Schedule of Findings and Responses	40 – 41

CITY OF HARVEY
Harvey, North Dakota

CITY OFFICIALS

Ann Adams	Mayor
Rick Eckart	Council President
Milo Baltrusch	Council Vice President
Melissa Anderson	Council Member
Susan Bartz	Council Member
Shelley Svoboda	Council Member
Bob Weninger	Council Member
Karen Nordby	Auditor

Rath & Mehrer, P.C.

Certified Public Accountants

Jayson Rath, CPA
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INDEPENDENT AUDITOR'S REPORT

Governing Board
City of Harvey
Harvey, North Dakota

Report on the Financial Statements

We have audited the accompanying modified cash basis financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the City of Harvey, Harvey, North Dakota, as of and for the year ended December 31, 2019, and the related notes to the financial statements, which collectively comprise the city's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the modified cash basis of accounting described in Note 1; this includes determining that the modified cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the city's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the city's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective modified cash basis financial position of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the City of Harvey, Harvey, North Dakota, as of December 31, 2019, and the respective changes in modified cash basis financial position; and where applicable, cash flows thereof for the year then ended in accordance with the modified cash basis of accounting described in Note 1.

Basis of Accounting

We draw attention to Note 1 of the financial statements, which describes the basis of accounting. The financial statements are prepared on the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinions are not modified with respect to this matter.

Other Matters

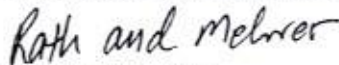
Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the city's basic financial statements. The budgeting comparison information, schedule of employer's share of net pension liability and the schedule of fund activity arising from cash transactions are presented for additional analysis and are not a required part of the basic financial statements.

The budgeting comparison information, schedule of employer's share of net pension liability and the schedule of fund activity arising from cash transactions are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the budgeting comparison information, schedule of employer's share of net pension liability and the schedule of fund activity arising from cash transactions are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated May 29, 2020 on our consideration of the city's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the city's internal control over financial reporting and compliance.



Rath and Mehrer, P.C.

Bismarck, North Dakota

May 29, 2020

CITY OF HARVEY
Harvey, North Dakota

Statement of Net Position - Modified Cash Basis
December 31, 2019

	Primary Government		
	Governmental Activities	Business-Type Activities	Total
ASSETS:			
Cash, Cash Equivalents and Investments	2,080,342.55	1,297,213.12	3,377,555.67
Advances to Economic Development Projects	37,216.69		37,216.69
Capital Assets (net of accumulated depreciation):			
Land	108,853.00	9,200.00	118,053.00
Construction in Progress	7,272,348.00		7,272,348.00
Buildings and Infrastructure	7,625,980.00	7,319,263.00	14,945,243.00
Vehicles and Machinery	582,506.00	178,233.00	760,739.00
Total Capital Assets	15,589,687.00	7,506,696.00	23,096,383.00
Total Assets	17,707,246.24	8,803,909.12	26,511,155.36
DEFERRED OUTFLOWS OF RESOURCES:			
Changes in Resources Related to Pensions	417,934.00		417,934.00
Liabilities:			
Long-Term Liabilities:			
Due Within One Year:			
Special Assessment Bonds Payable	686,226.83		686,226.83
Revenue Bonds Payable	69,000.00	134,228.94	203,228.94
Due After One Year:			
Special Assessment Bonds Payable	7,995,121.89		7,995,121.89
Revenue Bonds Payable	957,000.00	3,972,570.64	4,929,570.64
Compensated Absences	38,206.52		38,206.52
Net Pension Liability	948,892.00		948,892.00
Total Liabilities	10,694,447.24	4,106,799.58	14,801,246.82
DEFERRED INFLOWS OF RESOURCES:			
Changes in Resources Related to Pensions	61,219.00		61,219.00
NET POSITION:			
Net Investment in Capital Assets	5,882,338.28	3,399,896.42	9,282,234.70
Restricted for:			
Debt Service	878,427.14	1,089,943.98	1,968,371.12
Customer Insurance		10,594.14	10,594.14
Water Deposits		14,477.20	14,477.20
Special Purposes	1,197,762.67		1,197,762.67
Ground Water Storage Project		135.46	135.46
CWSRF Sanitary Sewer	34,291.83		34,291.83
Unrestricted	(623,305.92)	182,062.34	(441,243.58)
Total Net Position	7,369,514.00	4,697,109.54	12,066,623.54

The accompanying notes are an integral part of these financial statements.

CITY OF HARVEY
Harvey, North Dakota

Statement of Activities - Modified Cash Basis
December 31, 2019

Functions/Programs	Net (Expense) Revenue and Change in Net Position					
	Program Revenues			Primary Government		
	Expenses	Charges for Services	Operating Grants and Contributions	Governmental Activities	Business-Type Activities	Total
Primary Government						
<u>Governmental Activities:</u>						
General Government	398,104.77	43,999.68	2,384.00	(351,721.09)		(351,721.09)
Public Safety	415,558.71		5,339.76	(410,218.95)		(410,218.95)
Streets and Public Works	431,698.47	44,114.17	151,903.92	(235,680.38)		(235,680.38)
Health and Welfare	69,076.20	31,910.00	4,715.75	(32,450.45)		
Culture and Recreation	150,988.12	10,112.86		(140,875.26)		(140,875.26)
Urban and Economic Development	205,328.21			(205,328.21)		(205,328.21)
Other	213,265.94		33,974.72	(179,291.22)		(179,291.22)
Interest on Long-Term Debt	265,583.84		1,280,768.88	1,015,185.04		1,015,185.04
Total Governmental Activities	2,149,604.26	130,136.71	1,479,087.03	(540,380.52)		(507,930.07)
<u>Business-Type Activities:</u>						
Water	628,884.30	367,451.71	142,859.25		(118,573.34)	(118,573.34)
Sewer	117,693.78	109,373.00			(8,320.78)	(8,320.78)
Garbage	347,992.70	324,070.38			(23,922.32)	(23,922.32)
Water Main Replacement	233,348.44	175,617.35			(57,731.09)	(57,731.09)
Mosquito Control	5,881.49	10,276.47			4,394.98	4,394.98
Total Business-Type Activities	1,333,800.71	986,788.91	142,859.25		(204,152.55)	(204,152.55)
Total Primary Government	3,483,404.97	1,116,925.62	1,621,946.28	(540,380.52)	(204,152.55)	(712,082.62)
<u>General Revenues:</u>						
<u>Taxes:</u>						
Property taxes; levied for general purposes				347,151.71		347,151.71
Property taxes; levied for special purposes				70,513.75		70,513.75
City sales taxes				410,145.16		410,145.16
City lodging taxes				10,816.12		10,816.12
Cigarette taxes				4,694.47		4,694.47
Intergovernmental revenue not restricted to specific programs				146,858.78		146,858.78
Earnings on investments and other revenue				190,425.32	57,354.49	247,779.81
Transfers				(54,500.00)	54,500.00	-
Total General Revenues and Transfers				1,126,105.31	111,854.49	1,237,959.80
Change in Net Position				585,724.79	(92,298.06)	493,426.73
Net Position - January 1				6,783,789.21	4,789,407.60	11,573,196.81
Net Position - December 31				7,369,514.00	4,697,109.54	12,066,623.54

The accompanying notes are an integral part of these financial statements.

CITY OF HARVEY
Harvey, North Dakota

Balance Sheet - Modified Cash Basis
Governmental Funds
December 31, 2019

	Major Funds				Total Governmental Funds
	General	Street Improvement 2016	Street Improvement Construction 2016	Other Governmental Funds	
ASSETS:					
Cash, Cash Equivalents and Investments	85,418.02	321,984.38		1,672,940.15	2,080,342.55
Advances to Economic Develop. Projects				37,216.69	37,216.69
Interfund Receivables		150,012.57			150,012.57
Total Assets	85,418.02	471,996.95	-	1,710,156.84	2,267,571.81
LIABILITIES AND FUND BALANCES:					
Liabilities:					
Interfund Payables				150,012.57	150,012.57
FUND BALANCES:					
Nonspendable:					
Economic Development Loans				37,216.69	37,216.69
Restricted for:					
General Government				5,421.30	5,421.30
Street and Public Works				96,161.27	96,161.27
Economic Development				441,947.64	441,947.64
Health and Welfare				7,549.55	7,549.55
Culture and Recreation				361,383.43	361,383.43
Emergency				5,236.80	5,236.80
City Share of Specials				60,504.69	60,504.69
General Infrastructure Development				162,691.02	162,691.02
CWSRF Sanitary Sewer Project				34,291.83	34,291.83
Airport				19,650.28	19,650.28
Debt Service		471,996.95		406,430.19	878,427.14
Assigned to:					
Street and Public Works				23,030.06	23,030.06
Economic Development				34,856.78	34,856.78
Equipment Purchases	88,528.54			10,760.65	99,289.19
Other Purposes				3,024.66	3,024.66
Unassigned	(3,110.52)			(150,012.57)	(153,123.09)
Total Fund Balances	85,418.02	471,996.95	-	1,560,144.27	2,117,559.24
Total Liabilities and Fund Balances	85,418.02	471,996.95	-	1,710,156.84	2,267,571.81

The accompanying notes are an integral part of these financial statements.

CITY OF HARVEY
Harvey, North Dakota

Reconciliation of Governmental Funds Balance Sheet
to the Statement of Net Position - Modified Cash Basis
For the Year Ended December 31, 2019

Total Fund Balances for Governmental Funds		2,117,559.24
Total net position reported for governmental activities in the statement of net position is different because:		
Capital assets used in governmental activities are not financial resources and are not reported in the governmental funds.		
Cost of Capital Assets	21,292,992.00	
Less Accumulated Depreciation	<u>(5,703,305.00)</u>	
Net Capital Assets		15,589,687.00
The deferred outflows and inflows of resources reported on the statement of net position are the result of changes in resources related to pensions and do not affect current financial resources.		
Total Deferred Outflows of Resources	417,934.00	
Total Deferred Inflows of Resources	<u>(61,219.00)</u>	
Net Deferred Outflows/Inflows of Resources		356,715.00
Long-term liabilities applicable to the city's governmental activities are not due and payable in the current period and accordingly are not reported as fund liabilities. Long-term liabilities -both current and long-term- are reported in the statement of net position. Balances at December 31, 2019 are:		
Special Assessments Bonds Payable	(8,681,348.72)	
Revenue Bonds Payable	(1,026,000.00)	
Compensated Absences	(38,206.52)	
Net Pension Liability	<u>(948,892.00)</u>	
Total Long-Term Liabilities		<u>(10,694,447.24)</u>
Total Net Position of Governmental Activities		<u>7,369,514.00</u>

The accompanying notes are an integral part of these financial statements.

CITY OF HARVEY
Harvey, North Dakota

Statement of Revenues, Expenditures and Changes in Fund Balances
Modified Cash Basis
Governmental Funds
For the Year Ended December 31, 2019

	Major Funds				Total Governmental Funds
	Street Improvement 2016	Street Improvement Construction 2016	Other Governmental Funds		
	General				
Revenues:					
Taxes	347,151.71			491,475.03	838,626.74
Special Assessments	4,102.32	934,261.91		342,404.65	1,280,768.88
Licenses, Permits and Fees	34,160.69			32,511.11	66,671.80
Intergovernmental	157,545.95			192,325.45	349,871.40
Charges for Services	193.99			53,625.92	53,819.91
Fines and Forfeits	9,645.00				9,645.00
Miscellaneous	39,800.18			150,625.14	190,425.32
Total Revenues	592,599.84	934,261.91	-	1,262,967.30	2,789,829.05
Expenditures:					
Current:					
General Government	248,613.13			262.38	248,875.51
Public Safety	399,165.71				399,165.71
Streets and Public Works	13,634.67		0.70	187,447.10	201,082.47
Health and Welfare				69,076.20	69,076.20
Culture and Recreation	23,179.16			119,076.96	142,256.12
Urban and Economic Development				205,328.21	205,328.21
Other				115,455.94	115,455.94
Capital Outlay			911,692.00	63,437.00	975,129.00
Debt Service:					
Principal		422,089.71		284,000.00	706,089.71
Interest and Service Charges		190,160.59		75,423.25	265,583.84
Total Expenditures	684,592.67	612,250.30	911,692.70	1,119,507.04	3,328,042.71
Excess (Deficiency) of Revenue Over Expenditures	(91,992.83)	322,011.61	(911,692.70)	143,460.26	(538,213.66)
Other Financing Sources (Uses):					
Transfers In	70,176.92			131,500.00	201,676.92
Transfers Out				(256,176.92)	(256,176.92)
Special Assessment Bonds Issued			911,692.70		911,692.70
Total Other Financing Sources (Uses)	70,176.92	-	911,692.70	(124,676.92)	857,192.70
Net Changes in Fund Balances	(21,815.91)	322,011.61	-	18,783.34	318,979.04
Fund Balance - January 1	107,233.93	149,985.34	-	1,541,360.93	1,798,580.20
Fund Balance - December 31	85,418.02	471,996.95	-	1,560,144.27	2,117,559.24

The accompanying notes are an integral part of these financial statements.

CITY OF HARVEY
Harvey, North Dakota

Reconciliation of Governmental Funds Statement of Revenues, Expenditures and
Changes in Fund Balances to the Statement of Activities - Modified Cash Basis
For the Year Ended December 31, 2019

Net Change in Fund Balances - Total Governmental Funds	318,979.04
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The change in net position reported for governmental activities in the statement of activities is different because:

Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlay exceeded depreciation in the current year.

Current Year Capital Outlay	975,129.00	
Current Year Depreciation Expense	<u>(376,947.00)</u>	598,182.00

The proceeds of debt issuances are reported as financing sources in governmental funds and thus contribute to the change in fund balance. In the statement of net position, issuing debt increases long-term liabilities and does not affect the statement of activities. Repayment of debt principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position. This is the amount by which debt proceeds exceeded repayment of debt.

Debt Proceeds	(911,692.70)	
Repayment of Debt	<u>706,089.71</u>	(205,602.99)

Some expenses reported in the statement of activities do not require the use of current financial resources and are not reported as expenditures in governmental funds.

Net Increase in Compensated Absences	(2,860.26)	
Net Increase to Pension Expense	<u>(122,973.00)</u>	(125,833.26)

Change in Net Position of Governmental Activities	<u><u>585,724.79</u></u>
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The accompanying notes to the financial statements are an integral part of these financial statements.

CITY OF HARVEY
Harvey, North Dakota

Statement of Net Position - Modified Cash Basis
Proprietary Funds
December 31, 2019

	Major Enterprise Funds			Other Enterprise Funds	Total Enterprise Funds
	Water	Garbage	Water Main Replacement		
ASSETS					
Current Assets:					
Cash and Cash Equivalents	824,306.50		277,904.43	195,002.19	1,297,213.12
Interfund Receivable	53,349.63				53,349.63
Total Current Assets	877,656.13	-	277,904.43	195,002.19	1,350,562.75
Noncurrent Assets:					
Capital Assets (net of accumulated depreciation):					
Land	9,200.00				9,200.00
Buildings and Infrastructure	2,768,557.00	45,624.00	4,388,182.00	116,900.00	7,319,263.00
Vehicles and Machinery	4,693.00	127,909.00		45,631.00	178,233.00
Total Noncurrent Assets	2,782,450.00	173,533.00	4,388,182.00	162,531.00	7,506,696.00
Total Assets	3,660,106.13	173,533.00	4,666,086.43	357,533.19	8,857,258.75
LIABILITIES					
Current Liabilities:					
Interfund Payable		53,349.63			53,349.63
Revenue Bonds Payable	23,908.18		101,320.76	9,000.00	134,228.94
Total Current Liabilities	23,908.18	53,349.63	101,320.76	9,000.00	187,578.57
Noncurrent Liabilities:					
Revenue Bonds Payable	1,267,029.95		2,645,540.69	60,000.00	3,972,570.64
Total Liabilities	1,290,938.13	53,349.63	2,746,861.45	69,000.00	4,160,149.21
NET POSITION					
Net Investment in Capital Assets	1,491,511.87	173,533.00	1,641,320.55	93,531.00	3,399,896.42
Restricted for:					
Debt Service	743,416.44		277,904.43	68,623.11	1,089,943.98
Customer Insurance				10,594.14	10,594.14
Water Deposits	14,477.20				14,477.20
Ground Water Storage Project	135.46				135.46
Unrestricted	119,627.03	(53,349.63)		115,784.94	182,062.34
Total Net Position	2,369,168.00	120,183.37	1,919,224.98	288,533.19	4,697,109.54

The accompanying notes are an integral part of these financial statements.

CITY OF HARVEY
Harvey, North Dakota

Statement of Revenues, Expenses and Changes in Fund Net Position - Modified Cash Basis
Proprietary Funds
For the Year Ended December 31, 2019

	Major Enterprise Funds			Other Enterprise Funds	Total Enterprise Funds
	Water	Garbage	Water Main Replacement		
<u>Operating Revenues:</u>					
Charges for Sales and Services:					
Water Charges	361,324.09		175,617.35		536,941.44
Sewer Charges				109,373.00	109,373.00
Garbage Charges		262,538.55			262,538.55
Recycling		14,869.06			14,869.06
Dumpsters		46,662.77			46,662.77
Misquito Control				10,276.47	10,276.47
Other Fees	6,127.62				6,127.62
Total Operating Revenues	367,451.71	324,070.38	175,617.35	119,649.47	986,788.91
<u>Operating Expenses:</u>					
Water	286,503.48				286,503.48
Sewer				100,485.78	100,485.78
Garbage		336,420.70			336,420.70
Mosquito Control				5,881.49	5,881.49
Repairs and Maintenance	198,147.69		2,875.00	5,235.00	206,257.69
Depreciation	102,971.00	11,572.00	142,728.00	14,868.00	272,139.00
Total Operating Expenses	587,622.17	347,992.70	145,603.00	126,470.27	1,207,688.14
Operating Income (Loss)	(220,170.46)	(23,922.32)	30,014.35	(6,820.80)	(220,899.23)
<u>Non-Operating Revenues (Expenses):</u>					
USDA-RD Grant	142,859.25				142,859.25
Miscellaneous Revenues	42,902.72		14,451.77		57,354.49
Interest Payments and Service Charges	(36,027.13)		(87,745.44)	(2,340.00)	(126,112.57)
Total Non-Operating Revenues (Expenses)	149,734.84	-	(73,293.67)	(2,340.00)	74,101.17
Income (Loss) Before Transfers	(70,435.62)	(23,922.32)	(43,279.32)	(9,160.80)	(146,798.06)
Transfer In	106,700.00	40,000.00	20,000.00	8,800.00	175,500.00
Transfer Out	(95,700.00)			(25,300.00)	(121,000.00)
Changes in Net Position	(59,435.62)	16,077.68	(23,279.32)	(25,660.80)	(92,298.06)
Net Position - January 1	2,428,603.62	104,105.69	1,942,504.30	314,193.99	4,789,407.60
Net Position - December 31	2,369,168.00	120,183.37	1,919,224.98	288,533.19	4,697,109.54

The accompanying notes are an integral part of these financial statements.

CITY OF HARVEY
Harvey, North Dakota

Statement of Cash Flows - Modified Cash Basis
Proprietary Funds
For the Year ended December 31, 2019

	Major Enterprise Funds			Other Enterprise Funds	Total Enterprise Funds
	Water	Garbage	Water Main Replacement		
<u>Cash flows from operating activities:</u>					
Receipts from customers	367,451.71	324,070.38	175,617.35	119,649.47	986,788.91
Payments to suppliers and employees	(484,651.17)	(336,420.70)	(2,875.00)	(111,602.27)	(935,549.14)
Net cash provided (used) by operating activities	(117,199.46)	(12,350.32)	172,742.35	8,047.20	51,239.77
<u>Cash flows from noncapital financing activities:</u>					
Transfers in	106,700.00	40,000.00	20,000.00	8,800.00	175,500.00
Transfers out	(95,700.00)			(25,300.00)	(121,000.00)
Interfund transaction	27,649.68	(27,649.68)			-
Net cash provided (used) by noncapital financing activities	38,649.68	12,350.32	20,000.00	(16,500.00)	54,500.00
<u>Cash flows from capital and related financing activities:</u>					
USDA-RD Grant	142,859.25				142,859.25
Miscellaneous receipts	42,902.72		14,451.77		57,354.49
Principal payments	(23,285.37)		(87,897.00)	(9,000.00)	(120,182.37)
Interest and service charges	(36,027.13)		(87,745.44)	(2,340.00)	(126,112.57)
Net cash provided (used) by capital and related financing activities	126,449.47	-	(161,190.67)	(11,340.00)	(46,081.20)
Net increase in cash and cash equivalents	47,899.69	-	31,551.68	(19,792.80)	59,658.57
Cash and cash equivalents, January 1	776,406.81	-	246,352.75	214,794.99	1,237,554.55
Cash and cash equivalents, December 31	824,306.50	-	277,904.43	195,002.19	1,297,213.12
<u>Reconciliation of Operating Income to Net Cash Provided (used) by Operating Activities:</u>					
Operating income (Loss)	(220,170.46)	(23,922.32)	30,014.35	(6,820.80)	(220,899.23)
<u>Adjustments to reconcile operating income to net cash provided (used) by operating activities:</u>					
Depreciation expense	102,971.00	11,572.00	142,728.00	14,868.00	272,139.00
Net cash provided (used) by operating activities	(117,199.46)	(12,350.32)	172,742.35	8,047.20	51,239.77

The accompanying notes are an integral part of these financial statements.

CITY OF HARVEY
Harvey, North Dakota

Notes to the Financial Statements
December 31, 2019

Note 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The City of Harvey operates under a city council form of government. The financial statements of the city have been prepared on a modified cash basis, which is a basis of accounting other than accounting principles generally accepted in the United States of America (GAAP) as applied to government units. The Government Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the government's accounting policies are described below.

A. Financial Reporting Entity

The accompanying financial statements present the activities of the city. The city has considered all potential component units for which the city is financially accountable and other organizations for which the nature and significance of their relationships with the city are such that exclusion would cause the city's financial statements to be misleading or incomplete. The Government Accounting Standards Board has set forth criteria to be considered in determining financial accountability. These criteria include appointing a voting majority of an organization's governing body and (1) the ability of the city to impose its will on that organization or (2) the potential for the organization to provide specific financial benefits to, or impose specific financial burdens on the city.

Based on these criteria, there are no component units to be included within the City of Harvey as a reporting entity.

B. Basis of Presentation

Government-wide Financial Statements: The statement of net position and the statement of activities display information about the primary government, the City of Harvey. These statements include the financial activities of the overall government. Eliminations have been made to minimize the double-counting of internal activities. These statements distinguish between the *governmental and business-type* activities of the city. Governmental activities generally are financed through taxes, intergovernmental revenues, and other nonexchange transactions. Business-type activities are financed in whole or in part by fees charged to external parties.

The statement of activities presents a comparison between direct expenses and program revenues for each function of the city's governmental activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Program revenues include (a) fees and charges paid by the recipients of goods or services offered by the programs and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

Fund Financial Statements: The fund financial statements provide information about the city's funds. Separate statements for each fund category – *governmental and proprietary* – are presented. The emphasis of fund financial statements is on major governmental and enterprise funds, each displayed in a separate column. All remaining governmental and enterprise funds are aggregated and reported as nonmajor funds.

Proprietary fund operating revenues, such as charges for services, result from exchange transactions associated with the principal activity of the fund. Exchange transactions are those in which each party receives and gives up essentially equal values. Nonoperating revenues, such as subsidies and investments earnings, result from nonexchange transactions or ancillary activities.

The city reports the following major governmental funds:

General Fund. This is the city's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

Street Improvement 2016. This fund accounts for special assessments collected for the purpose of paying the principal and interest costs related to the Definitive Improvement Warrant, Series 2017.

Street Improvement Construction 2016. This fund accounts for the proceeds of the Definitive Improvement Warrant, Series 2017 used for a street improvement project.

The city reports the following major enterprise funds:

Water. This fund accounts for the activities of the city's water distribution system.

Garbage. This fund accounts for the activities of the city's garbage collection system.

Water Main Replacement. This fund accounts for utility charges used to pay the principal and interest of the Water Treatment and Water Main Replacement revenue bonds.

C. Measurement Focus and Basis of Accounting

Measurement focus is a term used to describe "how" transactions are recorded within the various financial statements. Basis of accounting refers to "when" transactions are recorded regardless of the measurement focus applied.

Measurement Focus

In the government-wide Statement of Net Position and the Statement of Activities, both governmental and business-like activities are presented using the economic resources measurement focus, within the limitations of the modified cash basis of accounting, as defined in item b below.

In the fund financial statements, the "current financial resources" measurement focus or the "economic resources" measurement focus, as applied to the modified cash basis of accounting, is used as appropriate:

- a. All governmental funds utilize a "current financial resources" measurement focus. Only current financial assets and liabilities are generally included on their balance sheets. Their operating statements present sources and uses of available spendable financial resources during a given period. These funds use fund balance as their measure of available spendable financial resources at the end of the period.

- b. The proprietary fund utilizes an "economic resources" measurement focus. The accounting objectives of this measurement focus are the determination of operating income, changes in net position (or cost recovery), financial position and cash flows. All assets and liabilities (whether current or noncurrent, financial or nonfinancial) associated with their activities are reported. Proprietary fund equity is classified as net position.

Basis of Accounting

In the government-wide Statement of Net Position and Statement of Activities and the fund financial statements, governmental and business-like activities are presented using a modified cash basis of accounting. This basis recognizes assets, liabilities, net position/fund equity, revenues, and expenditures/expenses when they result from cash transactions with a provision for depreciation in the government-wide statements and proprietary fund statements. This basis is a basis of accounting other than accounting principles generally accepted in the United States of America.

As a result of the use of this modified cash basis of accounting, certain assets and their related revenues (such as accounts receivable and revenue for billed or provided services not yet collected) and certain liabilities and their related expenses (such as accounts payable and expenses for goods or services received but not yet paid, and accrued expenses and liabilities) are not recorded in these financial statements.

If the city utilized the basis of accounting recognized as generally accepted, the fund financial statements for governmental funds would use the modified accrual basis of accounting, while the fund financial statements for proprietary fund types would use the accrual basis of accounting. All government-wide financials would be presented on the accrual basis of accounting.

D. Cash, Cash Equivalents and Investments

Cash and cash equivalents include amounts in demand deposits, money market accounts and highly liquid short-term investments with original maturities of three months or less.

Investments consist of certificates of deposit stated at cost.

E. Capital Assets

Capital assets include plant and equipment. Assets are reported in the governmental activities column and the business-type activities column in the government-wide financial statements. Assets are also reported in the proprietary fund statements. Capital assets are defined by the city as assets with an initial individual cost of \$5,000 or more. Such assets are recorded at cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets is not capitalized.

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

Buildings and Infrastructure	15 to 75 years
Machinery and Vehicles	5 to 20 years

F. Compensated Absences

Vested or accumulated sick leave and vacation leave are reported in the government-wide statement of net position. Vacation leave is earned at the rate of 12 to 21 days per year, depending on years of service. Compensation for unused vacation leave will be granted to all full-time employees upon resignation, termination or retirement. City employees may carry forward unused leave not to exceed 40 hours. Sick leave is earned at 8 hours per month. City employees leaving employment after 10 years of continuous service are eligible to receive 10 percent of accumulated sick leave. Sick leave may be accumulated to 48 days. Upon termination of employment, these benefits are paid to city employees at their current pay rate.

G. Long-Term Obligations

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the governmental activities statement of net position. Bond premiums, discounts and issuance costs are recognized in the current period since the amounts are not material.

In the fund financial statements, governmental fund types recognize bond premiums, discounts and issuance costs in the current period. The face amount of the debt is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs are reported as debt service expenditures.

H. Pension

For purposes of measuring net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the North Dakota Public Employees Retirement System (NDPERS); additions to/deductions from NDPERS' fiduciary net position have been determined on the same basis as they are reported by NDPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

I. Fund Equity

Fund equity at the governmental fund financial reporting level is classified as "fund balance". Fund equity for all other reporting is classified as "net position".

Fund Balance – Generally, fund balance represents the difference between the current assets and current liabilities. In the fund financial statements, governmental funds report fund classifications that comprise a hierarchy based primarily on the extent to which the city is bound to honor constraints on the specific purposes for which amounts in those funds can be spent. Fund balances are classified as follows:

Nonspendable – Fund balances are reported as nonspendable when amounts cannot be spent because they are either (a) not in spendable form (i.e., items that are not expected to be converted to cash such as inventories or prepaid expenses) or (b) legally or contractually required to be maintained intact (i.e., endowment funds).

Restricted – Fund balances are reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the city or through external restrictions imposed by creditors, grantors, contributors, or laws or regulations of other governments (i.e., funds restricted by

state statute, unspent bond proceeds, grants earned but not spent, debt covenants or taxes raised for a specific purpose).

Committed – Fund balances are reported as committed when they can be used only for specific purposes pursuant to constraints imposed by formal action of the city council through the adoption of a resolution. The city council also may modify or rescind the commitment.

Assigned – Fund balances are reported as assigned when amounts are constrained by the city's intent to be used for specific purposes, but are neither restricted nor committed.

Unassigned – Fund balances are reported as unassigned as the residual amount when the balances do not meet any of the above criterion. The city reports positive unassigned fund balance only in the general fund. Negative fund balances may be reported in all funds.

Flow Assumptions – When both restricted and unrestricted amounts of fund balance are available for use for expenditures incurred, it is the city's policy to use restricted amounts first and then unrestricted amounts as they are needed. For unrestricted amounts of fund balance, it is the city's policy to use fund balance in the following order:

- Committed
- Assigned
- Unassigned

Net Position – Net position represents the difference between assets and liabilities. Net investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowing used (i.e., the amount that the city has not spent) for the acquisition, construction or improvement of those assets. Net position is reported as restricted as described in the fund balance section above. All other net position is reported as unrestricted.

J. Interfund Transactions

In the governmental and proprietary fund statements, transactions that constitute reimbursements to a fund for expenditures initially made from it that are properly applicable to another fund, are recorded as expenditures in the reimbursing fund and as reductions of expenditures in the fund that is reimbursed.

All other interfund transactions, except reimbursements, are reported as transfers.

In the government-wide financial statements, interfund transactions have been eliminated.

K. Use of Estimates

The preparation of financial statements in conformity with the special purpose framework (SPF) used by the city requires management to make estimates and assumptions that affect certain reported amounts and disclosures (such as estimated useful lives in determining depreciation expense); accordingly, actual results could differ from those estimates.

Note 2 DEPOSITS AND INVESTMENTS

In accordance with North Dakota Statutes, the city maintains deposits at the depository banks designated by the governing board. All depositories are members of the Federal Reserve System.

Deposits must either be deposited with the Bank of North Dakota or in other financial institutions situated and doing business within the state. Deposits, other than with the Bank of North Dakota, must be fully insured or bonded. In lieu of a bond, a financial institution may provide a pledge of securities equal to 110% of the deposits not covered by insurance or bonds.

Authorized collateral includes bills, notes or bonds issued by the United States government, its agencies or instrumentalities, all bonds and notes guaranteed by the United States government, Federal Land Bank bonds, bonds, notes, warrants, certificates of indebtedness, insured certificates of deposit, share of investment companies registered under the Investment Companies Act of 1940, and all other forms of securities issued by the State of North Dakota, its boards, agencies or instrumentalities or by any county, city, township, school district, park district or any other political subdivision of the State of North Dakota, whether payable from special revenues or supported by the full faith and credit of the issuing body and bonds issued by another state of the United States or other securities approved by the banking board.

At December 31, 2019 the city's carrying amount of deposits was \$3,377,556 and the bank balance was \$3,385,765. Of the bank balance, \$750,000 was covered by Federal Depository Insurance. The remaining balance of \$2,635,765 was collateralized with securities held by the pledging financial institution's agent in the government's name.

Credit Risk

The city may invest idle funds as authorized in North Dakota Statutes, as follows:

- (1) Bonds, treasury bills and notes, or other securities that are a direct obligation insured or guaranteed by, the treasury of the United States, or its agencies, instrumentalities or organizations created by an act of Congress.
- (2) Securities sold under agreements to repurchase written by a financial institution in which the underlying securities for the agreement to repurchase are of the type listed above.
- (3) Certificates of deposit fully insured by the federal deposit insurance corporation.
- (4) Obligations of the State.

At December 31, 2019, the city held certificates of deposit in the amount of \$1,738,717, which are all considered deposits.

Concentration of Credit Risk

The city does not have a limit on the amount the city may invest in any one issuer.

Note 3 PROPERTY TAXES

The county treasurer acts as an agent to collect property taxes levied in the county for all taxing authorities. Any material tax collections are distributed after the end of each month.

Property taxes are levied as of January 1. The property taxes attach as an enforceable lien on the property on January 1 and may be paid in two installments. The first installment includes one-half of the real estate taxes and all the special assessments and the second installment is the balance of the real estate taxes. The first installment is due by March 1 and the second installment is due by October 15. A 5% discount on property taxes is allowed if all taxes and special assessments are paid by February 15. After the due dates, the bill becomes delinquent and penalties are assessed.

Most property owners choose to pay property taxes and special assessments in a single payment on or before February 15 and receive the discount on the property taxes.

Note 4 ADVANCES TO ECONOMIC DEVELOPMENT PROJECTS

Advances to economic development projects consist of loans to area businesses. The following amounts are outstanding at December 31, 2019:

<u>Borrower</u>	
Dakota Computer Pros	13,150.00
Perfection Auto	2,666.68
Lincoln & Nine Café & Coffee, LLC	2,400.00
Rads Tree Service	<u>19,000.01</u>
Total	<u><u>37,216.69</u></u>

Note 5 INTERFUND RECEIVABLES/PAYABLES

Interfund receivables/payables are created by negative cash balances in various funds. The amounts shown as interfund payables represent the amounts of negative cash in each fund. Interfund receivables/payables for the year ended December 31, 2019 are as follows:

	<u>Receivable Fund</u>	<u>Payable Fund</u>
Street Improvement 2016	150,012.57	
Special Assessment Deficiency		36,954.60
Babe Ruth		4,748.83
Sidewalk Improvement		7,177.29
Land Development Reserve		101,131.85
Water	53,349.63	
Garbage		53,349.63

Note 6 CAPITAL ASSETS

The following is a summary of changes in capital assets for the year ended December 31, 2019:

	Balance January 1	Increases	Decreases	Balance December 31
Governmental Activities:				
<i>Capital assets not being depreciated:</i>				
Land	108,853			108,853
Construction in Progress	6,360,656	911,692		7,272,348
Total	<u>6,469,509</u>	<u>911,692</u>	<u>-</u>	<u>7,381,201</u>
<i>Capital assets being depreciated:</i>				
Buildings and Infrastructure	12,573,724			12,573,724
Machinery and Vehicles	1,274,630	63,437		1,338,067
Total	<u>13,848,354</u>	<u>63,437</u>	<u>-</u>	<u>13,911,791</u>
<i>Less accumulated depreciation for:</i>				
Buildings and Infrastructure	4,639,113	308,631		4,947,744
Machinery and Vehicles	687,245	68,316		755,561
Total	<u>5,326,358</u>	<u>376,947</u>	<u>-</u>	<u>5,703,305</u>
Total capital assets being depreciated, net	<u>8,521,996</u>	<u>(313,510)</u>	<u>-</u>	<u>8,208,486</u>
Governmental Activities Capital Assets, Net	<u>14,991,505</u>	<u>598,182</u>	<u>-</u>	<u>15,589,687</u>
Business-type Activities:				
<i>Capital assets not being depreciated:</i>				
Land	9,200			9,200
<i>Capital assets being depreciated:</i>				
Buildings and Infrastructure	12,012,363			12,012,363
Machinery and Vehicles	335,951			335,951
Total	<u>12,348,314</u>	<u>-</u>	<u>-</u>	<u>12,348,314</u>
<i>Less accumulated depreciation for:</i>				
Buildings and Infrastructure	4,438,529	254,571		4,693,100
Machinery and Vehicles	140,150	17,568		157,718
Total	<u>4,578,679</u>	<u>272,139</u>	<u>-</u>	<u>4,850,818</u>
Total capital assets being depreciated, net	<u>7,769,635</u>	<u>(272,139)</u>	<u>-</u>	<u>7,497,496</u>
Business-type Activities Capital Assets, Net	<u>7,778,835</u>	<u>(272,139)</u>	<u>-</u>	<u>7,506,696</u>

Depreciation expense was charged to functions/programs of the city as follows for the year ended December 31, 2019:

<u>Governmental Activities:</u>	
General Government	23,396
Public Safety	16,393
Street and Public Works	230,616
Culture and Recreation	8,732
Other	<u>97,810</u>
Total Depreciation Expense	<u>376,947</u>
<u>Business-type Activities:</u>	
Water	102,971
Sewer	14,868
Garbage	11,572
Water Main Replacement Project	<u>142,728</u>
Total Depreciation Expense	<u>272,139</u>

Note 7 LONG-TERM DEBT

Changes in Long-Term Liabilities. During the year ended December 31, 2019, the following changes occurred in the liabilities reported in the long-term liabilities of the city:

Governmental Activities:

	<u>Balance</u> <u>January 1</u>	<u>Increases</u>	<u>Decreases</u>	<u>Balance</u> <u>December 31</u>	<u>Due Within</u> <u>One Year</u>
Special Assessment Bonds	8,406,746	911,693	637,090	8,681,349	686,227
Revenue Bonds	1,095,000		69,000	1,026,000	69,000
Compensated Absences	<u>35,346</u>	<u>2,860</u>		<u>38,207</u>	
Total	<u>9,537,092</u>	<u>914,553</u>	<u>706,090</u>	<u>9,745,555</u>	<u>755,227</u>

Business-type Activities (Proprietary Funds):

	<u>Balance</u> <u>January 1</u>	<u>Increases</u>	<u>Decreases</u>	<u>Balance</u> <u>December 31</u>	<u>Due Within</u> <u>One Year</u>
Revenue Bonds	<u>4,226,982</u>		<u>120,182</u>	<u>4,106,800</u>	<u>134,229</u>

Outstanding debt at December 31, 2019 consists of the following:

Special Assessment Bond Debt. The city has issued special assessment bonds to provide funds for the construction of streets and water treatment plant. Special assessment bonds outstanding at December 31, 2019 is as follows:

\$412,076 Water Treatment Assessment Bonds of 2002 due in annual installments of \$25,000 through September 1, 2022; interest is at 2.5%.	75,000.00
\$2,260,000 Refunding Improvement Bonds, Series 2012; due in annual installments of \$120,000 to \$135,000 through November 1, 2029; interest is at 1.4% to 2.4%.	1,250,000.00
\$800,000 Refunding Improvement Bonds, Series 2013; due in annual installments of \$50,000 to \$55,000 through May 1, 2028; interest is at 2.75% to 3.75%.	<u>490,000.00</u>
Total Special Assessment Bonds Payable	<u><u>1,815,000.00</u></u>

The annual requirements to amortize the outstanding special assessment bond debt are as follows:

Year Ending <u>December 31</u>	<u>Principal</u>	<u>Interest</u>
2020	215,000.00	42,606.25
2021	210,000.00	38,578.75
2022	210,000.00	34,346.25
2023	180,000.00	29,383.75
2024	180,000.00	25,133.75
2025-2029	<u>820,000.00</u>	<u>57,463.75</u>
Total	<u><u>1,815,000.00</u></u>	<u><u>227,512.50</u></u>

As allowed by NDCC 6-09-49, the city has also received funding from the Infrastructure Revolving Loan Program from the Bank of North Dakota. The city is in the process of a street and water rehabilitation project (Street Improvement 2016) and has issued the Definitive Improvement Warrant, Series 2017, in the amount of \$7,500,000. As of December 31, 2019, the city had requested drawdowns of \$7,288,438.43 and had repaid principal of \$422,089.71. The infrastructure project was not completed as of December 31, 2019 and a final debt schedule is not available since the city had not yet received the full dollar amount of drawdowns under this agreement. The outstanding balance at December 31, 2019 is \$6,866,348.72. The city has \$211,561.57 still available as of December 31, 2019.

Revenue Bonds. The city has issued bonds whereby the city pledges income derived from the acquired or constructed assets to pay debt service. Revenue bonds outstanding at December 31, 2019 are as follows:

\$238,715 Water and Sewer Extension Bonds of 2004, due in annual installments of \$14,000 to \$16,000 through September 1, 2023; interest is at 2.5%.	61,000.00
\$350,000 Refunding Improvement Bonds of 2015, due in annual installments of \$20,000 to \$30,000 through May 1, 2029; interest is at 1.6% to 2.15%.	275,000.00
\$830,477 Waste Water Treatment Revenue Bonds, Series 2017, due in annual installments of \$35,000 to \$50,000 through September 1, 2035; interest is at 2%.	690,000.00
Total Revenue Bonds Payable	<u><u>1,026,000.00</u></u>

The annual requirements to amortize the outstanding revenue bonds payable are as follows:

<u>Year Ending</u> <u>December 31</u>	<u>Principal</u>	<u>Interest</u>
2020	69,000.00	20,555.00
2021	70,000.00	19,185.00
2022	81,000.00	17,750.00
2023	86,000.00	16,110.00
2024	70,000.00	14,347.50
2025-2029	365,000.00	49,762.50
2030-2034	240,000.00	19,200.00
2035	45,000.00	900.00
Total	<u><u>1,026,000.00</u></u>	<u><u>157,810.00</u></u>

Business-type Activities:

Revenue Bonds. The city has issued bonds whereby the city pledges income derived from the acquired or constructed assets to pay debt service. Revenue bonds outstanding at December 31, 2019 are as follows:

\$63,281 Waste Water Improvement Revenue Bonds of 2001, due in annual installments of \$4,300 through September 1, 2021; interest is at 2.5%.	8,600.00
\$676,556 Water Main Replacement Bonds 2004-1, due in annual installments of \$45,000 through September 1, 2023; interest is at 2.5%.	180,000.00
\$1,042,000 Water Main Replacement Bonds of 2005, due in annual installments of \$18,900 to \$52,000 through August 25, 2045; interest is at 4.125%.	854,000.00

\$91,581 Water System Improvement Bonds of 2006, due in annual installments of \$5,000 to \$6,000 through September 1, 2026; interest is at 2.5%.	37,000.00
\$119,952 Water Treatment Revenue Bonds of 2007, due in annual installments of \$9,000 to \$11,000 through September 1, 2026; interest is at 2.5%.	69,000.00
\$400,000 Water Main Replacement Bonds of 2010, due in annual installments of \$17,304.95 through June 1, 2050; interest is at 3%.	346,106.45
\$1,526,000 Water Main Replacement Bonds of 2010, due in annual installments of \$68,716 through August 24, 2050; interest is at 3.25%.	1,329,755.00
\$1,210,000 Water System Improvement Revenue Bonds, Series A, due in annual installments of \$50,264 through March 21, 2056 and a final payment of \$48,164.93 on March 21, 2057; interest is at 2.75%.	1,175,554.80
\$110,000 Water System Improvement Revenue Bonds, Series B, due in annual installments of \$4,475 through July 18, 2056 and a final payment of \$4,342.33 on July 18, 2057; interest is at 2.625%.	<u>106,783.33</u>
Total Revenue Bonds Payable	<u><u>4,106,799.58</u></u>

The annual requirements to amortize the outstanding revenue bonds are as follows:

Year Ending <u>December 31</u>	<u>Principal</u>	<u>Interest</u>
2020	134,228.94	131,324.01
2021	136,602.73	127,387.72
2022	135,724.46	123,371.49
2023	138,294.73	119,355.22
2024	95,916.15	115,250.80
2025-2029	479,498.57	529,211.18
2030-2034	526,419.64	448,193.11
2035-2039	621,006.48	353,710.27
2040-2044	733,020.47	241,754.28
2045-2049	635,149.38	122,797.37
2050-2054	316,056.00	43,368.95
2055-2057	154,882.03	8,541.76
Total	<u><u>4,106,799.58</u></u>	<u><u>2,364,266.16</u></u>

Note 8 TRANSFERS

The following is a reconciliation between transfers in and transfers out as reported in the basic financial statements for the year ended December 31, 2019:

<u>Fund</u>	<u>Transfer In</u>	<u>Transfer Out</u>
General Fund	64,176.92	
Nonallocated Interest		60,599.87
Street Improvement #31A		3,331.15
Special Assessment Dist. 32		245.90
To close funds.		
USDA/BND Project Reserves	57,200.00	
Water Operating		57,200.00
To set-aside funds for project reserves.		
Ball Park Addition	49,000.00	
Special Assessment Deficiency		49,000.00
Water & Sewer Extension/2004	12,500.00	
Waterworks Sinking	49,500.00	
Sewer Lift Station Replacement	8,800.00	
Harvey Community Development		7,000.00
Water Operating		38,500.00
Sewer Utility Fund		25,300.00
Water Main Replacement:		
Phase 1	20,000.00	
Harvey Area Growth Fund		20,000.00
To subsidize debt service payments.		
Police Department Equip. Reserve	6,000.00	
Garbage Department Equip. Reserve	25,000.00	
Infrastructure		31,000.00
Tot set-aside funds for the purchase of capital assets.		
Childcare	40,000.00	
Harvey Community Development		40,000.00
Garbage Operating	15,000.00	
Infrastructure		15,000.00
To subsidize expenditures.		
Harvey Area Growth Fund	30,000.00	
Harvey Community Development		30,000.00
To transfer excess sales tax collections.		

Note 9 DEFICIT FUND BALANCES

The following funds had deficit balances at December 31, 2019:

<u>Special Revenue Funds</u>	
Special Assessment Deficiency	(36,954.60)
Babe Ruth	(4,748.83)
Sidewalk Improvement	(7,177.29)
Land Development Reserve	(101,131.85)
<u>Enterprise Funds</u>	
Garbage Department	
Equipment Reserve	(55,934.77)

The city plans to eliminate these deficits with future revenue collections and/or transfers from other funds.

Note 10 RISK MANAGEMENT

The City of Harvey is exposed to various risks of loss relating to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters.

In 1986, state agencies and political subdivisions of the State of North Dakota joined together to form the North Dakota Insurance Reserve Fund (NDIRF), a public entity risk pool currently operating as a common risk management and insurance program for the state and over 2,000 political subdivisions. The city pays an annual premium to NDIRF for its general liability, automobile and public assets insurance coverage. The coverage by NDIRF is limited to losses of \$2,000,000 per occurrence for general liability and automobile; and \$1,928,997 for public assets.

The city also participates in the North Dakota Fire and Tornado Fund and the State Bonding Fund. The city pays an annual premium to the Fire and Tornado Fund to cover property damage to buildings and personal property. Replacement cost coverage is provided by estimating replacement cost in consultation with the Fire and Tornado Fund. The Fire and Tornado Fund is reinsured by a third-party insurance carrier for losses in excess of \$1,000,000 per occurrence during a 12-month period. The State Bonding Fund currently provides the city with a blanket fidelity bond coverage in the amount of \$1,580,000 for its employees. The State Bonding Fund does not currently charge any premium for this coverage.

The city has worker's compensation with the Department of Workforce Safety and Insurance; and purchases commercial insurance for employee health and accident insurance.

Settled claims resulting from these risks have not exceeded insurance coverage in any of the past three fiscal years.

Note 11 PENSION PLAN

North Dakota Public Employees Retirement System (Main System)

The following brief description of NDPERS is provided for general information purposes only. Participants should refer to NDCC Chapter 54 – 52 for more complete information.

NDPERS is a cost-sharing multiple-employer defined benefit pension plan that covers substantially all employees of the State of North Dakota, its agencies and various participating political subdivisions. NDPERS provides for pension, death and disability benefits. The cost to administer the NDPERS plan is financed by investment income and contributions.

Responsibility for administration of the NDPERS benefits program is assigned to a Board comprised of nine members. The Board consists of a Chairman, who is appointed by the Governor; one member appointed by the Attorney General; one member appointed by the State Health Officer; three members elected by active membership of the NDPERS system; one member elected by the retired public employees; and two members of the legislative assembly appointed by the chairman of the legislative management.

Pension Benefits

Benefits are set by statute. NDPERS has no provision or policies with respect to automatic and ad hoc post-retirement benefit increases. Members of the Main System are entitled to unreduced monthly pension benefits beginning when the sum of age and years of credited service equal or exceed 85 (Rule of 85), or at normal retirement age (65). For members hired on or after January 1, 2016 the Rule of 85 will be replaced with the Rule of 90 with a minimum age of 60. The monthly pension benefit is equal to 2.00% of their average monthly salary, using the highest 36 months out of the last 180 months of service, for each year of service. The plan permits early retirement at ages 55 – 64 with three or more years of service.

Members may elect to receive the pension benefits in the form of a single life, joint and survivor, term-certain annuity, or partial lump sum with ongoing annuity. Members may elect to receive the value of their accumulated contributions, plus interest, as a lump sum distribution upon retirement or termination, or they may elect to receive their benefits in the form of an annuity. For each member electing an annuity, total payment will not be less than the members' accumulated contributions plus interest.

Death and Disability Benefits

Death and disability benefits are set by statute. If an active member dies with less than three years of service for the Main System, a death benefit equal to the value of the member's accumulated contributions, plus interest, is paid to the member's beneficiary. If the member has earned more than three years of credited service for the Main System, the surviving spouse will be entitled to a single payment refund, life-time monthly payments in an amount equal to 50% of the member's accrued normal retirement benefit, or monthly payments in an amount equal to the member's accrued 100% Joint and Survivor retirement benefit if the member had reached normal retirement age prior to date of death. If the surviving spouse dies before the member's accumulated pension benefits are paid, the balance will be payable to the surviving spouse's designated beneficiary.

Eligible members who become totally disabled after a minimum of 180 days of service, receive monthly disability benefits equal to 25% of their final average salary with a minimum benefit of \$100. To qualify under this section, the member has to become disabled during the period of eligible employment and apply for benefits within one year of termination. The definition of disabled is set by the NDPERS in the North Dakota Administrative Code.

Refunds of Member Account Balance

Upon termination, if a member of the Main System is not vested (is not 65 or does not have three years of service), they will receive the accumulated member contributions and vested employer contributions, plus interest, or may elect to receive this amount at a later date. If the member has vested, they have the option of applying for a refund or can remain as a terminated vested participant. If a member terminated and withdrew their accumulated member contribution and is subsequently reemployed, they have the option of repurchasing their previous service.

Member and Employer Contributions

Member and employer contributions paid to NDPERS are set by statute and are established as a percent of covered compensation. Member contribution rates are 7% and employer contribution rates are 7.12% of covered compensation.

The member's account balance includes the vested employer contributions equal to the member's contributions to an eligible deferred compensation plan. The minimum member contribution is \$25 and the maximum may not exceed the following:

- 1 to 12 months of service -
Greater of one percent of monthly salary or \$25

- 13 to 24 months of service -
Greater of two percent of monthly salary or \$25

- 25 to 36 months of service -
Greater of three percent of monthly salary or \$25

- Longer than 36 months of service -
Greater of four percent of monthly salary or \$25

Pension Liabilities, Pension Expense; and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

At December 31, 2019, the City of Harvey reported a liability of \$948,892 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2018 and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The city's proportion of the net pension liability was based on the city's share of covered payroll in the Main System pension plan relative to the covered payroll of all participating Main System employers. At June 30, 2018 the city's proportion was .056227 percent, which was an increase of .003612 from its proportion measured as of June 30, 2017.

For the year ended December 31, 2019, the city recognized pension expense of \$159,548. At December 31, 2019 the city reported deferred outflows of resources and deferred inflows of resources related to pensions, from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual experience	2,512	32,283
Changes in assumptions	342,530	13,544
Net difference between projected and actual earnings on pension plan investments		4,616
Changes in proportion and differences between employer contributions and proportionate share of contributions	32,451	10,776
City contributions subsequent to the measurement date (see below)	<u>40,441</u>	
Total	<u>417,934</u>	<u>61,219</u>

\$40,441 reported as deferred outflows of resources related to pensions resulting from city contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended December 31, 2020.

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<u>Year ended June 30:</u>	
2019	100,672
2020	88,098
2021	76,946
2022	45,936
2023	4,622
Thereafter	0

Actuarial assumption. The total pension liability in the July 1, 2018 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation 3.50%

Salary increases	<u>Service at Beginning of Year</u>	<u>Increase Rate</u>
	0	15.00%
	1	10.00%
	2	8.00%

Age *	
Under 30	10.00%
30 - 39	7.50%
40 - 49	6.75%
50 - 59	6.50%
60+	5.25%

* Age-based salary increase rates apply for employees with three or more years of service.

Investment rate of return	7.75%, net of investment expenses
Cost-of-living adjustments	None

For active members, inactive members and healthy retirees, mortality rates were based on the RP-2000 Combined Healthy Mortality Table set back two years for males and three years for females, projected generationally using the SSA 2014 Intermediate Cost scale from 2014. For disabled retirees, mortality rates were based on the RP-2000 Disabled Retiree Mortality Table with ages set back one year for males (not set back for females) multiplied by 125%.

The actuarial assumptions used were based on the results of an actuarial experience study completed in 2015. They are the same as the assumptions used in the July 1, 2018 funding actuarial valuation for NDPERS.

As a result of the 2015 actuarial experience study, the NDPERS Board adopted several changes to the actuarial assumptions effective July 1, 2018. This includes changes to the mortality tables, disability incidence rates, retirement rates, administrative expenses, salary scale, and percent married assumption.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net pension plan investment and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic real rates of return for each major asset class included in the fund's target asset allocation are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Domestic Equity	30%	6.05%
International Equity	21%	6.71%
Private Equity	7%	10.20%
Domestic Fixed Income	23%	1.45%
International Equity Income	0%	0.00%
Global Real Assets	19%	5.11%
Cash Equivalents	0%	0.00%

Discount rate. For PERS, GASB No. 67 includes a specific requirement for the discount rate that is used for the purpose of the measurement of the Total Pension Liability. This rate considers the ability of the System to meet benefit obligations in the future. To make this determination, employer contributions, employee contributions, benefit payments, expenses and investment returns are projected into the future. The current employer and employee fixed rate contributions are assumed to be made in each future year. The Plan Net Position (assets) in future years can then be determined and compared to its obligation to make benefit payments in those years. In years where assets are not projected to be sufficient to meet benefit payments, which is the case for the PERS plan, the use of a municipal bond rate is required.

The Single Discount Rate (SDR) is equivalent to applying these two rates to the benefits that are projected to be paid during the different time periods. The SDR reflects (1) the long-term expected rate of return on pension plan investments (during the period in which the fiduciary net position is projected to be sufficient to pay benefits) and (2) a tax-exempt municipal bond rate based on an index of 20-year general obligation bonds with an average AA credit rating as of the measurement date (to the extent that the contributions for use with the long-term expected rate of return are not met).

For the purpose of this valuation, the expected rate of return on pension plan investments is 7.75%; the municipal bond rate is 3.62%; and the resulting Single Discount Rate is 6.32%.

Sensitivity of the city's proportionate share of the net pension liability to changes in the discount rate. The following presents the city's proportionate share of the net pension liability calculated using the discount rate of 6.32%, as well as what the city's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (5.32 percent) or 1-percentage-point higher (7.32 percent) than the current rate:

	1% Decrease (5.32%)	Current Rate (6.32%)	1% Increase (7.32%)
The city's proportionate share of the net pension liability	1,289,368	948,892	664,776

Pension plan fiduciary net position. Detailed information about the pension plan's fiduciary net position is available in the separately issued NDPERS financial report.

CITY OF HARVEY
Harvey, North Dakota

Budgetary Comparison Schedule - Modified Cash Basis
General Fund
For the Year Ended December 31, 2019

	Original Budget	Final Budget	Actual	Variance with Final Budget Positive (Negative)
<u>Revenues:</u>				
Taxes	340,000.00	340,000.00	347,151.71	7,151.71
Special Assessments			4,102.32	4,102.32
Licenses, Permits and Fees	37,400.00	37,400.00	34,160.69	(3,239.31)
Intergovernmental	178,500.00	178,500.00	157,545.95	(20,954.05)
Charges for Services	48,000.00	48,000.00	193.99	(47,806.01)
Fines and Forfeits	6,000.00	6,000.00	9,645.00	3,645.00
Miscellaneous	71,100.00	71,100.00	39,800.18	(31,299.82)
Total Revenues	681,000.00	681,000.00	592,599.84	(88,400.16)
<u>Expenditures:</u>				
Current:				
General Government	256,328.00	271,613.13	248,613.13	23,000.00
Public Safety	389,081.00	419,582.64	399,165.71	20,416.93
Streets and Public Works	14,091.00	14,091.00	13,634.67	456.33
Culture and Recreation	21,500.00	21,500.00	23,179.16	(1,679.16)
Total Expenditures	681,000.00	726,786.77	684,592.67	42,194.10
Excess (Deficiency) of Revenue Over Expenditures	-	(45,786.77)	(91,992.83)	(46,206.06)
<u>Other Financing Sources:</u>				
Transfers In			70,176.92	70,176.92
Net Change in Fund Balances	-	(45,786.77)	(21,815.91)	23,970.86
Fund Balance - January 1	107,233.93	107,233.93	107,233.93	
Fund Balance - December 31	107,233.93	61,447.16	85,418.02	23,970.86

CITY OF HARVEY
Harvey, North Dakota

Notes to the Budgetary Comparison Schedules
December 31, 2019

Note 1 SUMMARY OF SIGNIFICANT BUDGET POLICIES

Based upon available financial information and requests by the governing board, the city auditor prepares the preliminary budget. The city budget is prepared for the general, special revenue and debt service funds by function and activity on the cash basis of accounting. The preliminary budget includes the proposed expenditures and the means of financing them. All annual appropriations lapse at year end.

The governing board holds a public hearing where any taxpayer may testify in favor of, or against, any proposed expenditures or tax levies requested in the preliminary budget. After the budget hearing and on or before October 7, the board adopts the final budget. The final budget must be filed with the county auditor by October 10. No expenditure shall be made, or liability incurred, in excess of the total appropriation by fund except as authorized by North Dakota Century Code Section 40-40-18. However, the governing board may amend the budget during the year for any revenues and appropriations not anticipated at the time the budget was prepared. The budget amendments must be approved by the board and the approval must be noted in the official proceedings of the board.

Note 2 LEGAL COMPLIANCE

Budget Amendments

The governing board approved the following amendments to the city's budget during the year ended December 31, 2019:

	Original	<u>Estimated Revenues</u>	
	<u>Budget</u>	<u>Amendment</u>	<u>Amended</u>
			<u>Budget</u>
<u>Special Revenue Funds</u>			
City Share of Special Assessments	15,680	3,174	18,854
Emergency	2,000	98	2,098
Skateboard/Archery		4,900	4,900
Band		210	210
Centennial Park Project	3,000	28,297	31,297
Sidewalk Improvement	8,000	1,229	9,229
Childcare		36,626	36,626
Land Development Reserve	10,000	10,595	20,595
Airport	37,000	31,148	68,148
<u>Debt Service Funds</u>			
Street Improvement #31A		115	115
Water Tower Specials #35	27,750	5,063	32,813
Water Treatment Plant	190,000	85,624	275,624

	Original Budget	Appropriations	
		Amendment	Amended Budget
General Fund	681,000	45,787	726,787
<u>Special Revenue Funds</u>			
City Share of Special Assessments	15,680	17,284	32,964
Babe Ruth	4,500	249	4,749
Centennial Park Project	3,000	14,855	17,855
Sidewalk Improvement	8,000	4,212	12,212
Convention & Visitor's Bureau	18,000	3,744	21,744
Childcare		69,076	69,076
Airport	37,000	36,649	73,649
<u>Debt Service Funds</u>			
Water & Sewer Extension/2004	16,000	215	16,215
Water Tower Specials #35	27,750	188	27,938
Ball Park Addition	74,000	146	74,146

Excess of Actual Expenditures Over Budget

Expenditures exceeded budget in the following fund for the year ended December 31, 2019:

Special Revenue Fund

Harvey Community Development	13,972.91
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No remedial action is anticipated or required by the city regarding these excess expenditures.

CITY OF HARVEY
Harvey, North Dakota

Schedule of Employer's Share of Net Pension Liability
ND Public Employees Retirement System
Last 10 Fiscal Years *

	2019	2018	2017	2016	2015
City's proportion of the net pension liability	0.056227%	0.052615%	0.050934%	0.052138%	0.054711%
City's proportionate share of the net pension liability	948,892	845,696	496,401	354,529	347,262
City's covered employee payroll	555,271	542,592	542,908	488,331	467,523
City's proportionate share of the net pension liability as a percentage of its covered-employee payroll	170.89%	155.86%	91.43%	72.60%	74.28%
Plan fiduciary net position as a percentage of the total pension liability	62.80%	61.98%	70.46%	77.15%	77.70%

Schedule of Employer Contributions
ND Public Employees Retirement System
Last 10 Fiscal Years *

	2019	2018	2017	2016	2015
Statutorily required contribution	39,535	38,633	38,655	34,769	30,933
Contributions in relation to the statutorily required contributions	(39,535)	(38,633)	(38,655)	(34,769)	(30,933)
Contribution deficiency (excess)	0	0	0	0	0
City's covered-employee payroll	555,271	542,592	542,908	488,331	467,523
Contributions as a percentage of covered-employee payroll	7.12%	7.12%	7.12%	7.12%	6.62%

* Complete date for this schedule is not available prior to 2015.

- For changes of assumptions, see Note 11 to the financial statements.

CITY OF HARVEY
Harvey, North Dakota

Schedule of Fund Activity
Arising from Cash Transactions
For the Year Ended December 31, 2019

	Balance 1/1/2019	Receipts	Transfers In	Transfers Out	Disbursements	Balance 12/31/2019
Major Governmental Funds						
General Fund:						
General	(19,411.67)	592,405.85	64,176.92		678,786.77	(41,615.67)
Estate Taxes	38,505.15					38,505.15
Equipment Reserve	57,049.68					57,049.68
Fire Department Equipment Reserve	30,850.14					30,850.14
Police Department Equipment Reserve	240.63	193.99	6,000.00		5,805.90	628.72
Total General Fund	107,233.93	592,599.84	70,176.92	-	684,592.67	85,418.02
Street Improvement 2016	149,985.34	934,261.91			612,250.30	471,996.95
Street Improvement Construction 2016		911,692.70			911,692.70	-
Total Major Governmental Funds	257,219.27	2,438,554.45	70,176.92	-	2,208,535.67	557,414.97
Non-major Governmental Funds						
Highway Distribution	25,778.41	177,027.96			167,403.31	35,403.06
Social Security	5,421.30					5,421.30
City Share of Special Assessments	74,614.55	18,854.10			32,963.96	60,504.69
Special Assessment Deficiency	12,045.40			49,000.00		(36,954.60)
Emergency	3,139.14	2,097.66				5,236.80
Recreation	15,369.40	23,690.33			19,448.61	19,611.12
Recreation Equipment Reserve	8,113.58					8,113.58
Skateboard/Archery		4,900.00				4,900.00
Babe Ruth					4,748.83	(4,748.83)
Library:						
Operating	64,074.01	47,880.09			77,024.73	34,929.37
Endowment	281,571.72	42.66				281,614.38
Band	340.00	210.00				550.00
Economic Development	114,944.31	11,154.34				126,098.65
Nonallocated Interest	47,087.20	16,537.33		60,599.87		3,024.66
Centennial Park Project	6,335.94	31,297.41			17,854.79	19,778.56
Special Assessment Interest	69,669.65	2,299.03				71,968.68
Sidewalk Improvement	(4,193.55)	9,228.72			12,212.46	(7,177.29)
Street Repair Reserve	23,030.06					23,030.06
Economic Development Reserve	34,856.78					34,856.78
Harvey Community Development Fund	66,561.49	206,662.19		77,000.00	127,972.91	68,250.77
Convention and Visitor's Bureau	28,416.12	10,816.12			21,744.13	17,488.11
Childcare		36,625.75	40,000.00		69,076.20	7,549.55
Harvey Area Growth Fund	222,096.02	23,540.81	30,000.00	20,000.00	55,611.17	200,025.66
JDA Guarantee Setaside Fund	30,084.45					30,084.45
Land Development Reserve	(121,464.12)	20,594.65			262.38	(101,131.85)
Street Department Equipment Reserve	34.07	2,613.00				2,647.07
Infrastructure	173,517.08	220,526.10		46,000.00	151,060.33	196,982.85
Airport	25,151.30	68,147.54			73,648.56	19,650.28
Street Improvement #31A	3,215.78	115.37		3,331.15		-
Special Assessment District 32	245.90			245.90		-
Water & Sewer Extension/2004	22,514.19		12,500.00		16,215.00	18,799.19

(continued)

CITY OF HARVEY
Harvey, North Dakota

Schedule of Fund Activity
Arising from Cash Transactions
For the Year Ended December 31, 2019
(continued)

	Balance 1/1/2019	Receipts	Transfers In	Transfers Out	Disbursements	Balance 12/31/2019
Nonmajor Governmental Funds (continued)						
Water Tower Specials #35	48,871.34	32,813.25			27,937.50	53,747.09
Water Treatment Plant	155,743.37	275,624.33			170,175.92	261,191.78
Ball Park Addition	562.15	25,307.55	49,000.00		74,146.25	723.45
Ball Park Water/Sewer and Street Project	60,697.21	61.00				60,758.21
Total Nonmajor Governmental Funds	1,498,444.25	1,268,667.29	131,500.00	256,176.92	1,119,507.04	1,522,927.58
Total Governmental Funds	1,755,663.52	3,707,221.74	201,676.92	256,176.92	3,328,042.71	2,080,342.55
Major Enterprise Funds						
Water:						
Operating	51,517.55	370,273.56		95,700.00	286,503.48	39,587.63
Water Department Equipment Reserve	40,294.53				1,755.00	38,539.53
Reserve for Water Improvements	68,686.99				12,709.92	55,977.07
Waterworks Sinking	135,735.44	40,080.87	49,500.00		98,303.87	127,012.44
Ground Water Storage Project	1,967.61	142,859.25			144,691.40	135.46
USDA/BND Project Reserves	559,204.00		57,200.00			616,404.00
Garbage:						
Operating	(64.54)	324,070.38	15,000.00		336,420.70	2,585.14
Garbage Dept. Equipment Reserve	(80,934.77)		25,000.00			(55,934.77)
Water Main Replacement:						
Phase I	66,795.23	102,229.27	20,000.00		109,800.75	79,223.75
Phase II	179,557.52	87,839.85			68,716.69	198,680.68
Total Major Enterprise Funds	1,022,759.56	1,067,353.18	166,700.00	95,700.00	1,058,901.81	1,102,210.93
Non-Major Enterprise Funds						
Misquito Control	9,727.02	10,276.47			5,881.49	14,122.00
Customer Insurance Reserve	15,829.14				5,235.00	10,594.14
Sewer Lift Station Replacement	71,163.11		8,800.00		11,340.00	68,623.11
Sewer Utility	56,973.15	109,373.00		25,300.00	100,485.78	40,560.37
Sewer Lagoon #25	61,102.57					61,102.57
Total Non-Major Enterprise Funds	214,794.99	119,649.47	8,800.00	25,300.00	122,942.27	195,002.19
Total Enterprise Funds	1,237,554.55	1,187,002.65	175,500.00	121,000.00	1,181,844.08	1,297,213.12
Total Funds	2,993,218.07	4,894,224.39	377,176.92	377,176.92	4,509,886.79	3,377,555.67

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REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED
ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING
STANDARDS*

INDEPENDENT AUDITOR'S REPORT

Governing Board
City of Harvey
Harvey, North Dakota

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, , each major fund and the aggregate remaining fund information of the City of Harvey, Harvey, North Dakota, as of and for the year ended December 31, 2019, and the related notes to the financial statements, which collectively comprise the city's basic financial statements, and have issued our report thereon dated May 29, 2020.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the city's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the city's internal control. Accordingly, we do not express an opinion on the effectiveness of the city's internal control.

A *deficiency* in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the city's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified. We did identify certain deficiencies in internal control, described in the accompanying schedule of findings and responses as items 2019-001 and 2019-002, that we consider to be significant deficiencies.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the city's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

City's Response to Findings

The city's response to the findings identified in our audit is described in the accompanying *Schedule of Findings and Responses*. The city's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the city's internal control or on compliance. This is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the city's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Rath and Mehrer, P.C.

Bismarck, North Dakota

May 29, 2020

CITY OF HARVEY
Harvey, North Dakota

Schedule of Findings and Responses
For the Year Ended December 31, 2019

SECTION I – SUMMARY OF AUDIT RESULTS:

Financial Statements

Type of Auditor's Report Issued:

Governmental Activities	Unmodified-Modified Cash Basis
Business-Type Activities	Unmodified-Modified Cash Basis
Major Governmental Funds	Unmodified-Modified Cash Basis
Major Business-Type Funds	Unmodified-Modified Cash Basis
Aggregate Remaining Fund Information	Unmodified-Modified Cash Basis

Internal control over financial reporting:

- Material weakness(es) identified? Yes No
 - Significant deficiency(ies) identified? Yes None Reported
- Noncompliance material to financial statements noted? Yes No

SECTION II – FINANCIAL STATEMENT FINDINGS:

Significant Deficiencies

1. 2019-001 – Segregation of Duties

Criteria: To ensure adequate internal control over financial reporting and prevent material misstatements due to errors or fraud, there should be a segregation of the functions of approval, custody of assets, posting and reconciliation.

Condition: The city has one person responsible for most accounting functions. The employee is responsible to collect monies, deposit monies, issue checks, send checks to vendors, record receipts and disbursements in journals, maintain the general ledger and prepare bank reconciliations.

Cause: The city does not have a large enough staff to properly segregate all duties.

Effect: A lack of segregation of duties leads to a limited degree of internal control.

Recommendation: We recommend that management and the governing board be aware of the lack of segregation of duties and implement controls whenever possible to mitigate this risk.

Views of Responsible Officials: The city is aware of the condition and segregates duties whenever possible.

2. 2019-002- Financial Statement Preparation

Criteria: A good system of internal controls requires the city to determine that the financial statements are prepared based on accounting principles generally accepted in the United States of America. This means that the city must maintain knowledge of current accounting principles and required financial statement disclosures.

Condition: The city's financial statements, including the accompanying note disclosures, are prepared by the city's external auditors.

Cause: The city feels that it is more cost effective to have their external auditors prepare the complete financial statements and disclosures, rather than invest in ongoing specialized training that would be necessary.

Effect: Without the assistance of the auditors, the financial statements could be misstated or omit material financial statement disclosures.

Recommendation: We recommend that management be aware of this condition and be prepared and able to provide all necessary information and schedules to complete the financial statements and disclosures; and review and approve them prior to external distribution.

Views of Responsible officials: The city will continue to have the external auditors prepare the financial statements, including note disclosures, but will review and approve them prior to external distribution.